


24 APR 1970

MEMORANDUM FOR: Executive Director-Comptroller
THROUGH :  Acting Deputy Director for Support 27 APR 1970
SUBJECT : Federal Paperwork Management Awards

1. This memorandum transmits for your signature a letter to Mr. Harold A. Moulds, President, Association of Records Executives and Administrators, indicating the Agency has no candidate to nominate for the Federal Paperwork Management Awards this year.

2. It is recommended that you sign the attached letter to Mr. Moulds. The deadline date for submission of nominations is 15 July 1970.

STATINTL



Robert S. Wattles
Director of Personnel

Att

28 APR 1970

Mr. Harold A. Moulds, President
Association of Records Executives and Administrators
Post Office Box 4259, Grand Central Station
New York, New York 10017

Dear Mr. Moulds:

Thank you for your letters to Mr. Helms and Mr. Wattles inviting a nomination for the Sixth Annual Federal Paperwork Management Awards.

We have given your invitation careful consideration but have decided that this Agency will not submit a nominee this year. We want to commend you and your Association for the fine work you are doing in continuing this program to recognize outstanding contributions in the effective management of the Federal Government's paperwork.

Sincerely,

/s/ L. K. White

L. K. White
Executive Director

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Support
27 APR 1970

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OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	Deputy Director for Support	4/15/70	[Signature]
2			1
3			
4	Director of Personnel		
5			
6			
4	ACTION	DIRECT REPLY	PREPARE REPLY
	APPROVAL	DISPATCH	RECOMMENDATION
	COMMENT	FILE	RETURN
	CONCURRENCE	1 INFORMATION	SIGNATURE
Remarks: <p style="text-align: center;">Please determine whether we have any nominees and prepare reply for Executive Director's signature by 15 June 1970.</p>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME ADDRESS AND PHONE NO.			DATE
EA/Executive Director-Compt. 7D59			13 Apr 70
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FORM NO. 1-67

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